

ATHENS TOWNSHIP SUPERVISORS
June 27, 2018 7:00 PM

Chairwoman Christine Vough called the meeting to order at 7 PM. Supervisors also present were Kirstie Lake, Tressa Heffron, George Ballenstedt and Susan Seck. Solicitor John Thompson and Secretary Robin Smith were also in attendance. Chairwoman Vough led us in the Pledge of Allegiance.

Voice of the Residents:

Judy Witmer of Wildwood Road was present to inform the Board that she plans to put up a cabin on her property. Robin advised her that she will need to come in during office hours and speak with the Zoning Office as to what she needs to do to start the process rolling.

Ralph Blowers of Front Street asked how much of the Act 13 money was put into roads? Christine said the Board will take his comments into consideration. George said it's a balancing act – he travels a lot and our roads are not a lot worse than most other places.

No one was present for the Athens Township Volunteer Fire Company. George Ballenstedt said things are going smoothly. Bingo is down drastically. They have been busy. He said Alex Cessna has been accepted into the Fire Police. Robin reminded him that those applications need to be approved by the Township Board of Supervisors before they can be sworn in. George will ask at the fire company.

On motion of George, second by Tressa, it was unanimous to reappoint Meade Murtland to the Parks and Recreation Commission for a term to expire July 1, 2023.

Richard Bean presented the Parks and Recreation Commission report. Eagle Scout projects continue. We will start the ATV Trail Grant engineering in early January and will open bids at the February Supervisor's meeting. The signs are up on the Jim "Coach" Haggerty Trail and we will have a photo shoot Thursday. Jeff Paul and the Athens and Sayre Rotary Clubs have started work on the second piece of playground equipment. The parking lots will be tarred and chipped July 30th and 31st. The grand opening will be August 4th. Need to make plans for the opening. DCNR will wait and make one payment when all the phases are complete. Valley Cities Gas has volunteered to paint tables, guard rails and help with an eagle project on Round Top sometime during the first week of August. Valley Model Airplane Club will host a Fun Fly on July 21st and 22nd.

The Treasurer's report was reviewed. On motion of Kirstie, second by George, it was unanimous to transfer \$50,000 from General Fund to Capital Reserve as planned in the 2018 budget.

On motion of Tressa, second by Susan, it was unanimous to pay the monthly bills as presented. A complete listing of revenues and expenditures is on file in the office of the Treasurer.

Marion Carling presented the Avis Haxton 2-lot subdivision on Murray Creek Road for review. There were no deficiencies. On motion of George, second by Tressa, it was unanimous to grant preliminary and final plan approval to this subdivision, and approve/sign/execute the Non-Building waiver.

Next was the Sayre Assisted Living Facility land development at 201 Keefer Lane – for preliminary plan approval only. The Township review engineer, Skip Schneider, had one comment on the stormwater, and a general comment:

Subdivision and Land Development Ordinance:

1. 408 -Provide information regarding the surface stormwater discharge; from the existing parking area (approx 17 spaces), a portion of the new access drives (north and south), and the proposed grass slope area along the toe of slope along the front (approx 280 LF) of the new development. There appears to be no plan for the removal of the water that seems to accumulate at a low spot just north of the proposed sidewalk access to the new development.

General Comments:

With the exception of the above comment, the revised submittal appears to be in general conformance with the Athens Township ordinances and follows the guidance that was provided by the Athens Township Planning Commission.

There were also 3 previous deficiencies listed in the Planning Commission recommendation:

- 1) Need proposed deed restrictions, R/W Use and Maintenance Agreements, and Deeds of Dedication.
- 2) Need approved NPDES Permit
- 3) Need Skip's review of stormwater management plans and facility designs.

Atty. Damian Rossettie said the deeds will include a clause to cover the stormwater management, modified access and utility easement. They still need to finalize the documents, but are waiting for the mortgage lender to sign off. The NPDES permit has been received. Skip's review expresses a concern as to where the stormwater will go. Michael McDonnell explained how this will work. On motion of George, second by Kirstie, it was unanimous to grant preliminary approval only to this land development, contingent on Skip's concurrence with the stormwater explanation.

On motion of Christine, second by Susan, it was unanimous to have Elaine send a letter to Sayre Used Auto requesting a replenishment of escrow funds for their land development.

Ron Reagan of Planning Commission advised the Board that they are doing updates to the SALDO and Zoning Ordinance at Thursday workshops from 10 AM to noon. He would like to request the Board set aside \$20,000 from Act 13 funds for a consultant to help with this. He said they are trying to do this all in-house. Emily Vollmer of Bradford County Planning will be coming up to help starting July 12th. He said if the Board has anything for SALDO and/or Zoning updated, give them to the Planning Commission.

Ron gave an update on Williams Toyota. They have come back with a revision to their plan. They have to bring as-builts with all the changes for final plan approval. The changes will not affect the stormwater R/W. One of the changes is that they will be removing the car detailing building and putting in a new building.

On motion of Tressa, second by Kirstie, it was unanimous to adopt the Employee Handbook for all employees. Robin will distribute them with a sheet for them to sign and return confirming their receipt of the handbook.

On motion of George, second by Susan, it was unanimous to accept the proposal from Kuharchik for additional maintenance to our traffic signals.

Robin advised everyone that we have received a request for a Conditional Use hearing from Lamar Advertising for a billboard on Route 220 near Macafee Road. The Board set the date of August 7, 2018 at 6 PM for this hearing. John will do the legal notice and will secure a stenographer.

On motion of Kirstie, second by George, it was unanimous to pay the Conrad Siegel actuarial invoices from their respective pension plan funds.

On motion of Susan, second by Tressa, it was unanimous to approve, sign and execute the Well Contamination Liability Release for the Henry property on Winding River Drive as directed by Bradford County Sanitation Committee.

Robin will get the fee schedule finalized for our next meeting.

On motion of George, second by Kirstie, it was unanimous to cast our Tri-County Electric proxy ballot for Mr. Alston Teeter for Director.

On motion of Susan, second by Christine, it was unanimous to have Ginger Kinner calculate the tax refund for Carol Smith, due to the removal of the house from the property.

On motion of Tressa, second by Christine, it was unanimous to sign the Letter of Support for the Valley Energy grant application to extend natural gas to the East Athens area.

Susan reported on roads. She said Bressler Street, Sandra Avenue, Sharon Avenue and part of Joy Street had been paved with a cold pavement product they are trying. They tied the driveways in real well. They've gotten a lot of good feedback. July 5th the topcoat will go on. She is excited to see how it holds. The crew is working on the back/dirt roads.

On motion of Kirstie, second by Tressa, it was unanimous to approve the minutes of May 14th as written, with Susan abstaining as she was absent.

On motion of Kirstie, second by Tressa, it was unanimous to approve the minutes of May 24th as written, with Christine abstaining as she was absent.

On motion of Kirstie, second by Christine, it was unanimous to approve the minutes of May 30th as written, with George and Tressa abstaining as they was absent.

On motion of George, second by Tressa, it was unanimous to approve the minutes of June 18th as written. Everyone was here!

On motion of George, second by Kirstie, it was unanimous to accept the monthly reports as presented.

Correspondence/Information was as listed in the meeting agenda.

Chairwoman Christine Vough took the Board into executive session at 8:15 PM for personnel, pending litigation and real estate. The Secretary was excused at 8:45 PM and the remaining minutes were taken by Kirstie Lake. The regular meeting reconvened at 10:30 PM.

On motion of Tressa, second by Susan, it was unanimous to have Cindy take the on-line Notary Course in preparation to become the township notary, with all costs being paid by the township.

On motion of Christine, second by George, it was unanimous to have Robin attend the SALDO/Zoning Ordinance workshops on Thursdays and have her take notes.

On motion of Tressa, second by Kirstie, it was unanimous to ratify the DPW contract contingent upon continuation of all Non-Bargaining Township employee's health insurance coverage.

On motion of Tressa, second by George, it was unanimous to have John Thompson contact C & N Bank to initiate set-up of the 457 Plan. The Township will pay the associated fees for set up. Participants will bear the cost of record keeping fees and any other Participant transaction fees.

On motion of George, second by Kirstie, it was unanimous to continue dialogue with Athens School District concerning the initiation of SRO program and explore options related thereto.

On motion of Tressa, second by Kirstie, it was unanimous to hire Dylan Haynes at the rate of \$15/hour, per the terms of the ratified DPW contract (6/27/28); contingent upon background

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check and drug test. Employment paperwork must be completed by 7/2/18; Start date July 9, 2018.

There being no further business, on motion of George, second by Susan, it was unanimous to adjourn the meeting at 10:47 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary